



**DEPARTMENT OF THE ARMY**  
**UNITED STATES ARMY GARRISON HEIDELBERG**  
**UNIT 29237**  
**APO AE 09102-9237**

IMEU-HEI-ED

6 February 2006

**MEMORANDUM FOR SEE DISTRIBUTION**


**SUBJECT: Release of the Environmental Management System (EMS) Cross Functional Team (CFT) Meeting Minutes from 1 February 2006**

1. Attached you will find the Meeting Minutes from the 1 February 2006 Environmental Management System (EMS) Cross Functional Team (CFT). These minutes serve as a record for the activities of the United States Army Garrison – Heidelberg's (USAG-Heidelberg) CFT in its mission to develop and implement the EMS within the units and tenant organizations of our garrison. Please review them in order to familiarize yourself with the proceedings of the meeting and to prepare for the next meeting which will be held on 7 March 2006, 13:30, DPW Conference Room. The CFT plays an important role in the USAG-Heidelberg and serves to integrate our units and organizations into the overall EMS. Your continued participation is of the utmost importance to ensure that the USAG-Heidelberg continues in its effective implementation of this excellent program.

2. References:

- a) Executive Order 13148 – Greening the Government through Leadership in Environmental Management, 21 April 2000.
- b) Memorandum for the Chief of Staff for Installation Management, Department of the Army, Subject: New Installation Management Requirements, 06 August 2001.
- c) International Organization for Standardization (ISO) 14001 Environmental Management Systems (EMS)

3. The Point of Contact (POC) for questions regarding these meeting minutes is Ms. Katherina E Diemer, EMS Coordinator at DSN: 387-3271. These meeting minutes are also available on the USAG – Heidelberg's public web-site at [http://www.dpw.heidelberg.army.mil/environmental/Environmental\\_Management\\_System.htm](http://www.dpw.heidelberg.army.mil/environmental/Environmental_Management_System.htm).

  
ERNEST A. TAFOYA  
Chief of Staff

ENCL: (1)  
Cross Functional Team Meeting Minutes



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Distribution:

Cross Functional Team Members

Mr. Bill Taylor Director, DPW

Mr. Ernest Tafoya Chief of Staff, USAG Heidelberg

**USAG Heidelberg**  
**Cross Functional Team**  
**Meeting Minutes**  
**1 February 2006**

Ms. Katherina Diemer opened the meeting by welcoming the attendees and presenting a Certificate of Appreciation to SGT Modelski for his participation in the EMS First Annual Audit. Ms. Diemer discussed the upcoming EPAS Audit beginning 6 February 2006 and the relationship to EMS. Daniel Welch explained how the audit team would conduct assessments in the units.

The next topic for discussion was the current Environmental Management Programs with objectives and targets. Topics discussed included progress of each program. The CFT Members offered several ideas for the current programs listed accordingly below.

**Recycling:** The team determined we were on track to meet the target. The purchase of the recycling containers being distributed throughout the community is increasing recycling and awareness. Travis Vowinkle stated there was a decrease in the solid waste cost. Jason Dickerson voiced his concern over the cleaning crews keeping recycled material separate from the other waste stream.

**Energy:** Jason Dickerson said there has been an energy study conducted at Germersheim, of which a partial plan is complete and the rest is forthcoming. Harry Connors suggested making the specifications sheet for ordering electrical devices contain the most energy efficient items and having a memorandum from the commander stating this as policy. Mr. Connors also suggested coordinating with the self help store to have only energy efficient light bulbs. Jason Dickerson offered stickers he had for placement near light switches requesting customers shut off the lights when leaving rooms. Automatic Timers in bathrooms were also discussed as Mannheim has installed these appliances throughout their Garrison. Mr. Welch suggested installing automatic timers in the restrooms on the second floor of Building 110, Patton Barracks where Colonel Gaddis sits. Mr. Vowinkle brought up air conditioning and making sure all air conditioners and VENDOMATS are hooked up to the CUMACS.

**Water Conservation** was also discussed as possible future projects. Mr Connors said a good measure would be to soften the water to preserve the integrity of the pipes for a longer period of time.

**Vehicle Utilization:** An update that the target set for this EMP was on track. Currently by vehicle purchasing we are reducing CO2 emissions by approximately 8%. Randy Hamilton was concerned with the gas coupons we utilize for our vehicles. Mr. Hamilton stated it isn't efficient to drive around looking for a gas station to accept the coupons. He suggested having the fueling stations on base.

The meeting was adjourned with Ms. Diemer informing the team that the next meeting would be to discuss upcoming Environmental Management Programs and projects. The team also will bring information back to the next meeting information concerning the topics discussed here.

**Due Outs:**

AAFES: brining data on current procurement of SMART appliances in the last year

ALL: Inventory of Vendomats and Air Conditioning in locations to see if they are hooked up to the CUMACS

Katherina Diemer: Information on obtaining Energy efficient light bulbs at the Self-Help Store

All: Prioritizing Aspects and Impacts for new Management Programs

**Next Meeting 8 March 2006, 13:30, Location to be determined**

**Attendees**

Randy Hamilton

Karl-Heinz Reuther

Phil Tinsley

Derek Modelski

Charles Horranga

Harry Connors

Jacob Whitehurst

Jason Dickerson

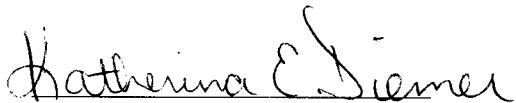
Travis Vowinkle

Daniel Welch

Patrick Griffin

Ludger Henning

Katherina Diemer

  
Katherina E Diemer

**Distribution**

Cross Functional Team Members

Mr. Bill Taylor USAG Heidelberg DPW

Mr. Ernest Tafoya USAG Heidelberg DPW

COL Willie Gaddis Commander USAG Heidelebrg